

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD  
MINUTES OF THE THURSDAY FEBRUARY 11, 2021 REGULAR MEETING  
8:30 A.M., ZOOM MEETING**

**1. Call meeting to order/roll call**

**Present:** Terwilliger, Schmottlach, Steketee, Levick, Roe, Crosby, Leisman, Damstra (left early), Jacobs (in late)

**Absent:** VandenBerge

**Staff Present:** Ferro, Fitzpatrick, Ergang, McCormick, Buckley, Suchy

**Public Present:** None

**2. Approval of agenda**

Steketee moved, Crosby supported, to approve the agenda as presented. Motion carried with a roll call vote 8-0.

**3. Approval of minutes of the January 14, 2021 meeting.**

Roe moved, Crosby supported, to approve the minutes with changes (Crosby spelling). Motion carried with a roll call vote 7-0.

**4. Update on PRLP Advisory Board & Committees** – Suchy stated he has been working with Leisman and Fitzpatrick to get a better understand of the sub-committees for the PRLP and looking at the terms for members. Leisman commented on the role of sub-committee and how PRLP Advisory Board members should be the people on them. Fitzpatrick commented that the Rules Committee has been dissolved.

Fitzpatrick went over the schedule for 2021-2022 meetings and an updated list of current Advisory Board member. Noting that if changes are needed to let him know.

**5. Update on the major projects** – Fitzpatrick gave updates on the following:

- a. Leonard Field Park Lighting improvement Project - ballfield poles & lights:  
RJM-Design is finalizing the plans in coordination with the contractor MUSCO. The new plan includes six metal poles, new LED lights and wires buried. Requests for bids are to go out February 19 and due in March 1. Board approval is planned for March 8 with construction to be completed by April 30. Spring flooding might affect the scheduled. Fundraising is still a need.
- b. Leonard Field Park Riverfront improvement and MI DNR LWCF grant application:  
Fitzpatrick provide an update on the project and status of the grant application. Noting a Public Input session to be at the Township Board meeting March 8 and application materials due by March 31.
- c. Roselle Park improvement – Shelter/Picnic area/parking lot project.  
Fitzpatrick provided an update noting that due to tight fund balances and a need for more time to do fund-raising, the start of the project is going to be delayed a year and the construction phases are to be combined 1 year instead of 2. Due to this change, the contract with OCBA has to be amended. A copy of recommended edits was included in the packet.

A motion was made to support the amending the contract as noted in the documents and adjusting the construction phase from 2 years to 1 year. Damstra moved the motion, Steketee supported. Motion carried with roll call 8-0

**6. CIP Update and Proposed FY 21-22 Budget** – Fitzpatrick gave update of the Fund 214 budget draft. Fitzpatrick stated that some rentals and program revenue estimates are low due to COVID-19, hoping to pick back up. Suchy noted budgeting for a new 2<sup>nd</sup> shift maintenance position to be shared between parks, trails, library and building and grounds. Fitzpatrick went over a Capital Improvements Plan chart posted by Ferro. Suchy discussed future fund balance concerns and the possibility of obtaining a small bond to help with the cashflow over the next 5-6 years. He noted that FY 21-22 shows a \$137,000 deficit. Suchy also noted plans to keep the Fund 213 active to support future land acquisition. Lots of Board discussion on open space funding history and future plans. Fitzpatrick commented on plans for fundraising to help with upcoming major projects.

**7. Committee Report and updates**

a. **Stewardship** – Fitzpatrick stated they have not met recently and he would like the group to meet and set some goals and coordinate with other localized stewardship education programs.

b. **Trails-Connect Ada** — Ferro provided an update for this committee inkling planning for upcoming and long-term projects and a potential bond for financing. Potential projects identified so far for 2021 include resurfacing a section of trail on Ada Dr., replacing 3 boardwalks along Ada Drive so plows vehicles can drive across them, a section of trail by the Grand River Nature Area and Ada Moorings and the Consumers Easement trail. Others are being looked at.

c. **Programs and Facilities** – No updates at this time.

**8. Directors Report** – Fitzpatrick provides a few highlights including: still working through the set-up process for RecPro software; trying to keep outdoor areas open during COVID-19; to be opening up rentals and restroom at Ada Park in April; a recent well water test for Pfas at Roselle was done by Ryan’s Plumbing came back clear; the GR Triathlon is schedule for June as a 2-day event; and that we are working with the Grand River Expedition team to bring awareness of and better access to the river; system.

**9. Board Member Comment** – None

**10. Public Comment** – None

Meeting adjourned at a.m. 9:47am

Respectfully Submitted,

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Jacqueline Smith, Ada Township Clerk